

~~SECRET~~

ISS

18 June 1971

MEMORANDUM FOR: Director of Training

SUBJECT: Weekly Activities Report No. 24
14 - 18 June 1971

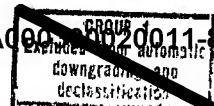
1. Reference Weekly Report dated 27 May 1971, subject -
25X1A6a [] We had several discussions with the Office 25X1A
of Communications [] the Training
Officer, and LS/TR and OC will probably withdraw the three
25X1A6a external requests for a year's Arabic training [] We 25X1A6a
emphasized to OC the extremely high tuition [] (estimated
at \$8,000/\$9,000 in FY 1972); travel costs; and slotting problems
in the field. All of these factors, plus the intensive "in depth" 25X1A6a
training [] offers, albeit excellent, and the specialized
25X1A6a language needs of OC's [] led us to recommend
tutorial-type training on a special contract either as [] 25X1C4a
25X1C4a [] will probably be the answer, and OC is exploring this
through its many contacts at this agency. 25X1C4a

25X1A6a NE's original estimate of three people for the September
[] class has changed to one, mainly because of []
insistence on an intermediate level in Arabic for entry at the
School.

2. The June running of IBM's Data Processing for Intelligence
Community Executives, Poughkeepsie, New York, has been
cancelled. The August session will be enlarged to accommodate
some of the people scheduled for June.

3. We have received one request for the Survey of Intelligence
Information Systems Course, 12 - 20 July, given at the Defense
Intelligence School. We have a quota of six, and the School is
anxious to get our nominations. An item on this was included in
our 16 June Newsletter at [] request. 25X1A9a

~~SECRET~~



SECRET

4. Two applications have been received for the one space allocated to us by the National Security Agency for the next National Communications Security Course. An additional space was requested, but it is too early to tell if additional spaces will be available through cancellation from other agencies. NSA feels, however, that another space is a surety and suggested we nominate both candidates. Messrs. [] ORD, GS-15, and [] OC, GS-12, are the nominees.

25X1A9a

25X1A9a

5. It appears NPIC has run the entire gamut of personnel available for training at Offutt Air Force Base in the Defense Senior Interpretation and Application Training Course. There is a class starting 1 July and NPIC will only be sending five employees as compared to an average of 15 per class in the past. In addition to these five, however, they will send two DIA employees.

6. The Agency was allocated one space in the Defense Intelligence School's Joint Intelligence Orientation Course and the Civilian Intelligence Analyst Introductory Course, starting 6 and 7 July respectively. ORD, who had shown an earlier interest in these courses, is unable to supply candidates at this time. The deadline is 21 June, after which the spaces will be redistributed to other agencies. No other CIA components expressed interest in these courses at the time the FY 1972 quota requirements were requested earlier this year. Both courses are scheduled to run a second time early in the next calendar year.

7. Last year at this time, the Agency was offered extra spaces by DODCI for the Intermediate Executive Course because of the usual summer time drop in enrollments by DOD personnel. We were able to take advantage of these spaces, and this year the same offer has been made. So far, we have been offered two spaces in the running starting 12 July and two for the running starting 6 August. The DDS Senior Training Officer has been notified and is in the process of checking possible candidates. If DDS cannot use the spaces, the other Directorates will be notified.

8. Added to the report on external language training cases in process included in last week's Weekly are the following:

Two requests from the SB Division for [] courses in Rumanian and Czech, both to begin in August 1971; estimated cost of each case: \$3,163 and \$6,140.

25X1A

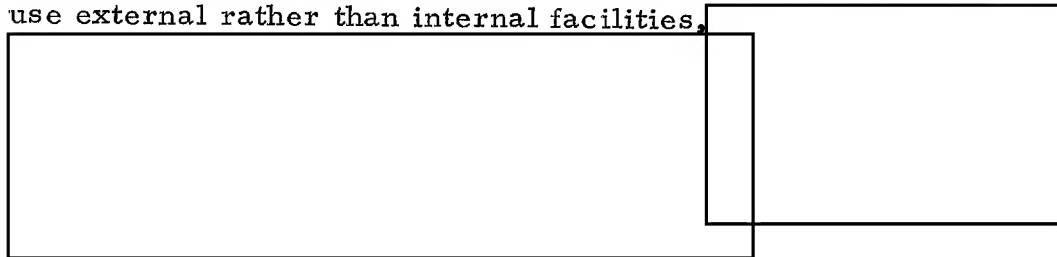
[] Two requests from the NE Division, one for Greek at full time, and the other for Turkish, part-time training at

25X1A

SECRET

SECRET

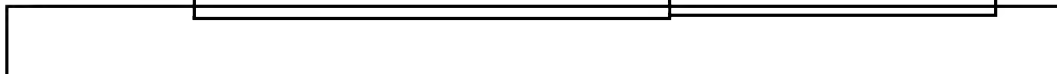
a commercial facility. Both are backed with justification to use external rather than internal facilities.



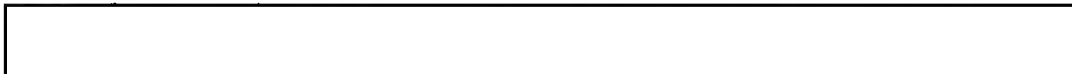
9. At the request of [redacted] Office of Finance, through [redacted] of the Support School, we prepared a report on external and internal training for FY 1971 that related to Financial Management Improvement. This report is incorporated into an overall Agency report prepared annually by the Office of Finance to be submitted to the Office of Management and Budget.

10. During this reporting period administrative briefings were given to the following:

The Agency's participants in the Civil Service Commission's "Education for Public Management Program." They are: [redacted]



Briefed in connection with attendance at the Executive Management Program at Pennsylvania State University were



Mr. [redacted] OF, was briefed for his attendance at Cornell University's Executive Development Program.

11. On the basis of written proposals and oral presentations by three bidding firms, we have selected the contractor to install



Contract Admin Branch of the Office of Logistics is holding up the processing of this contract because of alleged procedural errors although we followed precisely the instructions given.

SECRET

SECRET

25X1A9a

12. [] audited portions of the Field Operations Familiarization Course seeking ways to increase student interaction in the course. He is preparing suggestions for submission []

25X1A9a

13. Our two summer employees are with us. [] a Library Science major at Madison, is filling in at the Library when needed but otherwise employed in AIR. [] a University of Virginia freshman to be, is working with []

25X1A9a

25X1A9a

25X1A9a



25X1A9a

Chief
Instructional Support Staff

SECRET